

**CANTON PARK COMMISSION
BOARD MINUTES
MONTHLY MEETING
DECEMBER 9, 2015**

The Canton Board of Park Commissioners met in a regular meeting on December 9, 2015.

Attendees:

Board Members: President - Andrew Black, Member – Julie Sparks

Staff Members Present: Park Director – Derek Gordon, Assistant Park Director – Dan Kunz, Office Manager – Theresa Gang, Recreation Director – Greg Mytinger,

Community Members: Jim Griffin – Ward 3 Councilman, Jason Scaglione – Ward 3 Councilman Elect, James Babcock – Councilman At Large, Dave Miday – JBSC, Tim Haverstock – JBSC, Sharla Elton – Heritage Christian, Kathy Martin – Heritage Christian, Steve Lamiell – Heritage Christian, Daniel Como – Raff Road Neighborhood Association (RRNA) President, Multiple RRNA Residents (See Attached List)

The meeting was called to order at 4:02pm by President Black.

Meeting minutes from the November 12, 2015 Regular Meeting, November 23rd Special Meeting, and December 2nd Special Joint Meeting were reviewed by the Commissioners. President Black motioned to approve the minutes. Commissioner Sparks seconded. Motion passed unanimously.

OLD BUSINESS:

1. 2015 Levy Campaign / Transition Update – Director Gordon confirmed with the Commission that City Council had approved the 5 Mil, 5 year merged levy ballot initiative which will be on the March 15, 2016 primary election. As a result, he requested the Commissioner's attendance at the following meetings:
 - a. January Community Campaign Rally (TBD)
 - b. December Campaign Committee Meeting (December 16th – 5:30pm)
2. 2016 Goals Review – Director Gordon presented the list of 2016 goals for the Park Commission for the Commissioners review. Commissioner Black motioned to approve the goals. Commissioner Sparks seconded the motion. Motion passed unanimously.
3. 2016 Park Project Review – Director Gordon presented the list of ward and maintenance projects for the Commission's review. – Director Gordon presented the list of proposed 2016 park projects and explained that he is seeking approval of the 2016 Suggestions column which he and Assistant Director Kunz are recommending based on their annual assessment of each park in the City's inventory. Commissioner Sparks motioned to approve the 2016 suggested park project column with the exception of removing the access road at Herbruck Park due to potential future development. Commissioner Black seconded the motion. Motion carried unanimously.

EVENT REQUESTS:

NEW BUSINESS:

1. Meyer's Park – Heritage Christian Proposal – Representatives from Heritage Christian School were present to address the Commission regarding a proposal to purchase Meyer's Park for expansion of their school and the continued existence and improvement of a playground space for their students and the public. Commissioner Black and Commissioner Sparks expressed their enthusiasm for a potential partnership with the school. Commissioner Black also raised potential concerns about selling the park outright. Director Gordon stated he would be bringing a full menu of lease/sale/partnership opportunities available to the Commission now that Heritage's intentions are clear.

2. JBSC Performance Review / 2016 Budget Request – Representatives from the J. Babe Stearn Community Center were present to discuss their 2016 budget proposal as well as review their accomplishments resulting from the levy funds provided at the Center. A discussion ensued regarding building improvements, new programs, and continued fundraising efforts at the JBSC throughout the duration of the contract. Commissioner Black motioned to approve the 2016 budget request pending the review of the Law Department and levy campaign Treasurer James Carman. The motion also allowed Director Gordon discretion to move line items from category to category if necessary throughout the year. Commissioner Sparks seconded the motion. Motion carried unanimously.
3. Garaux Park – Liquor Permit Notice Review – Director Gordon notified the Commission that a liquor permit notice had been received for a new drive through located adjacent to Garaux Park. Given the extreme proximity to the park, alcohol problems already experienced in Canton park properties, and the significant objections and concerns raised by the local neighborhood, Director Gordon recommended that the Commission oppose the permit and request a local hearing on the matter. The Commission opened the conversation up to the local Councilmember and several residents/representatives in the surrounding neighborhood. These individuals emphasized their strong desire to keep the drive through from selling alcohol due to its negative impact to the neighborhood and the park, the oversaturation of alcohol establishments within a one mile radius, and the legal and criminal background of the owner of the drive through. After thorough discussion and consideration Commissioner Black motioned to oppose the permit and request a local hearing on the matter. He also asked Director Gordon to work closely with the City Law Department and Prosecutor's Office to assure that they had all of the necessary materials and representation from the Park Commission to support this objection at the hearing. Commissioner Sparks seconded the motion. Motion carried unanimously.
4. Arboretum Park – Lay Down Area Request – Director Gordon presented a request from Wenger Construction to use Arboretum Park as a lay down area for their water line replacement project with the Canton Water Department through August of 2016. Director Gordon and Assistant Director Kunz notified the Commission that Wenger had already begun to use the park for this purpose in spite of their objections and without approval. They stated significant concerns about potential damage caused to the property as well as the impediment caused to the function and aesthetics of the park for a significant length of time if this lay down area was approved. The Park Commission and staff both expressed their disappointment and frustration at their exclusion from the planning process of this project and the lack of sufficient notice to find an adequate alternative lay down location. Director Gordon and Assistant Director Kunz stated that they had met with all construction parties (with the exception of the Water Department) on site earlier that day and had worked through many of the potential concerns and had established an abbreviated timeline through June of 2016. After lengthy discussion Commissioner Black motioned to approve the laydown area contingent on a letter being drafted to the Water Department and approved by the Commissioners to commit to full restoration of the property, oversight and approval of restoration efforts by park staff, and additional considerations for improvements based on the discretion of the park staff. Commissioner Sparks seconded the motion. Motion carried unanimously.
5. Garden Center / Garaux Holiday Rental Rate Review – Office Manager Gang presented an updated rental rate schedule with a new holiday rate proposed for both the Garaux shelter and the Garden Center. Due to the increased usage of both facilities there has been a demand to use the facilities on holidays which is not financially prudent given the current rates and overtime costs associated with a holiday rental. Commissioner Black motioned to approve the new rates. Commissioner Sparks seconded the motion. Motion carried unanimously.
6. YMCA Contract Renewal Consideration – Director Gordon notified the Commission that due to an unauthorized ministerial change made to the length of the agreement when executing the final contract with the YMCA that the current contract will expire in 2016 instead of 2017. To assure that the contract can proceed until the end of 2016, the Commission will need to approve the extension for 2016 which was supposed to be available in the original contract for 2017. Commissioner Black motioned to approve the contract extension. Commissioner Sparks seconded the motion. Motion carried unanimously.
7. MOU Consideration - Canton Water Department – At the request of the Commission, Director Gordon presented a draft of a memorandum of understanding with the Canton Water Department for access to water

for third parties leasing or adopting park properties. Director Gordon explained that after further research of water access for the park properties overall, additional language was added to the MOU to account for other shared services in the parks. Commissioner Black motioned to approve the MOU contingent on the review of the Law Department and approval from the Service Director and Water Department. Commissioner Sparks seconded the motion. Motion carried unanimously.

8. Mr. Dave Pachuta – Trapping Permit – Director Gordon presented a copy of a trapping permit requested by Mr. Dave Pachuta. Director Gordon stated that Mr. Pachuta has been granted this permit for several years without incident. Commissioner Black motioned to approve the request in accordance with all local, state, and federal trapping laws contingent upon Mr. Pachuta agreeing to avoid trapping any mink in the park and to provide a full report of his trap locations and final trapping count. Commissioner Sparks seconded the motion. Motion carried unanimously.
9. Mother Gooseland Fundraising Event – Support Request – Director Gordon presented a copy of an open house invitation from Ms. Courtney Hall who would like to use the event as an opportunity to raise funds for interactive musical equipment in Mother Gooseland. Director Gordon stated that he has met with Ms. Hall and recommends formal support of the event as the proceeds will benefit an element that will fit into the overall theme of Mother Gooseland. Commissioner Black motioned to formally support the fundraising effort. Commissioner Sparks seconded the motion. Motion carried unanimously
10. Recreation Report – None provided
11. Financial Report – President Black motioned to approve the report. Commissioner Sparks seconded. Motion passed unanimously.
12. Director’s Report – Director Gordon presented his monthly report to the Commission. (See Attached)
13. Executive Session - Commissioner Sparks motioned to enter into Executive Session for the purpose of discussing personnel matters at 6:46pm. Commissioner Black seconded. Motion passed unanimously. Commissioner Sparks motioned to exit Executive Session at 7:27pm. Commissioner Black seconded. Motion passed unanimously.

Commissioner Black motioned to adjourn at 7:28pm. Commissioner Sparks seconded. Motion passed unanimously. Meeting adjourned.

Next Park Commission Meeting is scheduled to be held at 4:00pm on January 19th, 2015 at the Canton Parks and Recreation Offices.

Andy Black, President

Derek Gordon, Director